

Paragraph for Inclusion in Position Description Reference HIPAA and Confidentiality Agreement.

The following position has been identified as having access to protected health information (PHI) under HIPAA. As such, the job description associated with this position must have the following paragraph added to them by April 14, 2003. In addition, the incumbent(s) must receive training in the privacy provisions of HIPAA and sign a confidentiality agreement by April 14, 2003. A copy the required confidentiality agreement is also attached.

Position Number and Title: _____

The incumbent of this position has access to protected health information (PHI) under the provisions of the Health Information Portability and Accountability Act of 1996 (HIPAA) Privacy Rule. PHI must be treated in accordance with the provisions of the HIPAA Privacy Regulation including the requirements for safeguarding, releasing and recording the release of such information. The incumbent has been trained in the provision of the HIPAA Privacy Regulations as they relate to the duties of this position and has signed a confidentiality agreement.

(Confidentiality Agreement)